

# **APPROVED**

## **Downtown Providence District Management Authority**

### **Board of Directors Meeting Minutes**

**February 18, 2016**

#### **1. Roll Call**

**Chairman Richard Lappin called the meeting to order at 8:35 AM.**

**Directors present: Bert Crenca, Joe DiBattista, Steve Durkee, Bob Gagliardi, Evan Granoff, Susan Lapidus, Richard Lappin and Robert Taylor**

**Ex Officio Members present: Diana Burdett, Lisa Paratore, Russ Ricci, Lt. George Smith**

**Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, DID Senior Director, and Alison Izzi, DID Accounting Manager, Frank Zammarelli, Operations Manager.**

#### **2. Approval of the minutes from January 21, 2016 meeting**

**Director DiBattista motioned to approve the minutes from the January 21, 2016 board meeting. Director Crenca seconded the motion and a**

**roll call vote was held as follows:**

**Director Crenca**

**Director DiBattista**

**Director Granoff**

**Director Durkee**

**Director Gagliardi Yes**

**Yes**

**Yes**

**Yes**

**Yes**

**Director Lapidus**

**Director Lappin**

**Director Taylor Yes**

**Yes**

**Yes**

**Therefore the motion passed.**

### **3. City of Providence Update**

**Frank LaTorre reported that the DPW is working on signage repair and that he is working with Leo Perotta on cleanup plans relative to event permits.**

**Lt. George Smith reported on the City's current pan handling ordinance and the new policy regarding enforcement. He reported that dispatch may not give out calls for panhandling and aggressive panhandling will only be charged as disorderly conduct. Police can come if a business calls on a trespassing issue. If there is a threat, it will be viewed as a strong arm robbery and an arrest can be made. The new policy will be clarified by the City Solicitor. Lt. Smith stated that trespass orders are still in effect and that overall crime in the district is down compared to prior year.**

### **4. Motion to Meet with Mayor or City Solicitor Regarding Panhandling Enforcement Policy Changes**

**The DID Board is very concerned about the Mayor's recent decision not to enforce the aggressive panhandling ordinance. Director DiBattista made a motion that DID representatives meet with the Mayor or the City Solicitor to ask for enforcement of the panhandling ordinance and for clarification regarding the enforcement policies**

**and the effect that recent court cases have on enforcement. Staff will report to the Board at the next meeting.**

**Director Gagliardi seconded the motion and a roll call vote was held as follows:**

**Director Crenca**

**Director DiBattista**

**Director Granoff**

**Director Durkee**

**Director Gagliardi Yes**

**Yes**

**Yes**

**Yes**

**Yes**

**Director Lapidus**

**Director Lappin**

**Director Taylor Yes**

**Yes**

**Yes**

**Therefore the motion passed.**

#### **5. Report from Block by Block**

**Frank Zammarelli reported getting very positive feedback on the DID snow removal efforts and the cleanup efforts relating to the many tree limbs and branches that were down as the result of several wind storms. Frank reported that the flower order is complete and he is in the process of removing soil from different planting areas to get a head start on the 2016 planting season. He reported on a new planting area at the corner of Empire Street and Weybosset Street. 18 New planters will be added this year, 7 to Memorial Blvd to supplement the ones already there and the remaining 11 will be distributed through the district with 3 planters going in front of Roger Williams University on Empire Street.**

#### **6. VOTE to Approve Filing for a Champlin Grant to Purchase a Bobcat Skid Steer-Loader**

**The Downtown Improvement District is requesting approval from the Board of Directors to apply for a Champlin Grant in the amount of \$35,000. The grant will be used to purchase a Bobcat Skid-Steer**

**Loader. The Bobcat will be used for heavy snow removal and plowing and for landscaping projects. The Bobcat is a versatile piece of equipment that will complement the DID's current equipment inventory.**

**Director Durkee motioned to approve filing for the Champlin Grant. Director DiBattista seconded the motion and a roll call vote was held as follows:**

**Director Crenca**

**Director DiBattista**

**Director Granoff**

**Director Durkee**

**Director Gagliardi Yes**

**Yes**

**Yes**

**Yes**

**Yes**

**Director Lapidus**

**Director Lappin**

**Director Taylor Yes**

**Yes**

**Yes**

**Therefore the motion passed.**

## **7. Financial Report**

**Alison Izzi presented the financial statements for January 2016. Collections for first 3 quarters of 2016 are 96%, 94%, and 85%. January is the beginning of the 3rd quarter. 3rd quarter revenue in the amount of \$308,281 posted on January 1st. There were no unusual expenses to report for the month. Operating expenses are on budget. The 2017 budget process will begin next month with staff level meetings. Revenue numbers from the City should be available at the end of March. A draft budget will be ready for review by the end of April and will be presented to the Board at the May board meeting.**

**Richard Lappin added that the DID has no more surplus and decisions need to be made as to whether rates needs to be raised. Richard will be looking at 10-year assessment trends and other factors such as the effect the City's property revaluation will have on revenue for the current year's budget.**

**Director Durkee motioned to approve the January financial statements. Director DiBattista seconded the motion and a roll call vote was held as follows:**

**Director Crenca**

**Director DiBattista**

**Director Granoff**

**Director Durkee**

**Director Gagliardi Yes**

**Yes**

**Yes**

**Yes**

**Yes**

**Director Lapidus**

**Director Lappin**

**Director Taylor Yes**

**Yes**

**Yes**



**Therefore the motion passed.**

#### **8. Report from Senior Director**

**Frank LaTorre reported on ADA sidewalk project that is moving forward. The project will be advertised on March 16th, awarded June 16th and construction will begin the following week.**

**Frank also reported on the Visioning project. Visioning will focus on 9 projects. “Living Alleys’ is the first project that will be targeted. There several partners for this project, including Providence City Planning, Paolino Properties, Cornish Associates, and Yarrow Thorne of The Avenue Concept.**

**Frank reported that the ordinance committee is in agreement with making sure the dumpster ordinance includes the downtown, which includes no pick-ups from 11:00 PM – 7:00 AM. They are studying where that has to be amended to 11:00 PM – 6:00 AM, based on a city contract with waste management.**

**Frank is in the exploratory phase regarding expending into the Capital Center without the Providence Place Mall. It will cover a smaller area than earlier proposals.**

**Frank continues his work with the Hospitality Resource Partnership (HRP) and the Downtown Security and Outreach Collaborative (DSOC).**

**9. Approval of Resolution Asking RIPTA to Provide Security in Kennedy Plaza Bus Area**

**Other major bus hubs in New England have security provided by the Transit Authority. The police are stretched so thin Downtown. It is the Transit Authorities way of helping secure public safety for the 14.6 million riders coming through Kennedy Plaza annually.**

**Director DiBattista motioned to approve the Resolution to Provide Security in Kennedy Plaza bus area and Director Gagliardi seconded the motion and a roll call vote was held as follows:**

**Director Crenca**

**Director DiBattista**

**Director Granoff**

**Director Durkee**

**Director Gagliardi Yes**

**Yes**

**Yes**

**Yes**

**Yes**

**Director Lapidus**

**Director Lappin**

**Director Taylor Yes**

**Yes**

**Yes**

**Therefore the motion passed.**

## **10. Marketing Report**

**Joelle Kanter reported on the Parking Website redesign. The website is being updated to incorporate responsive design and also a partnership with a software start-up, Park Loco, to integrate real time data about parking pricing and availability into the site by allowing parking operators to enter their own information directly into the system. Joelle is finalizing the design content of the 10 year report, and will provide draft copies at next month's board meeting. Joelle**

reported submitting a \$76,000 grant request to the RI Commerce Corporation's Main Street RI Streetscape Program. Receipt of the grant would fill the current funding gap and allow for a contract to be signed for sign manufacturing and installation. On January 28th Joelle held a meeting for brokers, property managers, and owners at Swiple's office in the Westminster Square building. Darin Early, president of Commerce RI, presented on the agency's labor & training and economic incentive programs. Updates were given on downtown projects including 75 Fountain Street, 95 Chestnut Street, Mathewson Street Church and the Custom House Building.

#### **11. Economic Development**

Dan Baudouin reported that the City of Providence has contracted with a consulting firm to conduct a 10-year fiscal study which will look for efficiencies in government and make Providence more competitive for investment. It will be a challenge and require the community's support. All ideas are welcome. The report will be out in April.

#### **12. Adjournment**

The meeting was adjourned at 9:38 a.m.

Respectfully submitted,

**Alison Izzi**  
**Accounting Manager**  
**Downtown Improvement District**